

DISTRICT OF COLUMBIA
Health Benefit Exchange Executive Board Meeting Minutes

August 7, 2012
6:00pm – 8:30pm
One Judiciary Square
441 4th Street, NW
Washington, DC

Members Present:

Dr. Henry Aaron, Dr. Mohammad Akhter, David Berns¹, Kate Sullivan Hare¹, Dr. Leighton Ku, Dr. Saul Levin, Diane Lewis, Kevin Lucia, Khalid Pitts, Wayne Turnage, William White

Members Absent:

None

Chair:

BB Otero, Deputy Mayor, Health and Human Services

Opening and General Updates:

The meeting was called to order by Deputy Mayor Otero. Deputy Mayor Otero welcomed everyone in attendance and gave a brief overview of the agenda items.

Approval of Minutes

The minutes from the July 23, 2011 Executive Board Meeting were approved by the Board.

Final Review and Adoption of Charter and By-Laws

Alexander Alonso, DHCF walked Board members through the revised By-laws. The Board members agreed that only voting members can serve as officers and that the Vice-Chair and Secretary/Treasurer would be elected at the next meeting. Charter and By-laws will be provided at the next Board meeting for final review and approval. New definitions were added to the By-Laws: 1) Board; 2) Establishment Act; 3) fund. The following definitions were removed; 1) Exchange Market Place; 2) Health Insurance Producer; 3) Medical Assistance; 4) Navigators; 5) Qualified Health Plans; 6) Secretary. Board Meetings and Participation was also discussed as follows: 1) Changed Annual meeting date from June to October to align with the fiscal year and Open Enrollment; 2) No official action will be permitted without a quorum. Quorum is majority of the voting members in office (thus allowing for vacancies).

Elect HBX Executive Board Chair and Transition of Meeting to New Chair

Khalid Pitts nominated Dr. Mohammad Akhter to serve as the HBX Chair. The nomination was seconded by Dr. Leighton Ku. Dr. Akhter thanked everyone for his nomination and outlined his vision for the

¹ Present through teleconference

Executive Board, including his view of the HBX as an independent entity with its own responsibilities, ensuring a smooth transition of current work, developing a robust infrastructure for the HBX, and ensuring collaboration with stakeholder groups.

The Board then continued by approving the revised Executive Director position description and agreed to allow him/her 180 days to obtain residency status in the District of Columbia. The Board will utilize a search firm to conduct a nationwide search of potential candidates.

Level II Grant Presentation

Bonnie Norton, DHCF, provided an overview and status update on the Level 2 Establishment Grant application. A full draft of the Level 2 grant application will be ready for the August 15, 2012 deadline and DHCF anticipates that award will be 45 days after submission. Dr. Akhter raised the question of whether the HBX can take over ownership of the grant. Ms. Norton stated that she would follow up with CCIIO and report her findings at the next meeting.

Administrative Updates

Bonnie Norton, DHCF, presented an update on the search for office space for the Executive Board staff. Ms. Norton also stated that Adam Levi, DISB, will be detailed to the HBX and serve as full-time legal counsel. Dr. Akhter raised the question of obtaining dedicated staff for the Executive Board. Ms. Norton stated that she would follow up with options for the Board.

Subcommittees:

Brendan Rose, DISB, Insurance Subcommittee

Mr. Rose presented an overview update on the Insurance Subcommittee work, including the Quality Health Plan requirements (QHP), Essential Health Benefits (EHB), Small Business Health Options Program (SHOP), and market structure.

Next Steps:

- Next Meeting Tuesday , August 21, 2012
- Insurance Market Recommendations will be discussed in depth at the next meeting
- Public comment on the proposed recommendations will be heard at the next meeting

The meeting adjourned at 8:50